

**DRAFT**  
**CITY OF MANHATTAN BEACH**

*MINUTES OF THE CULTURAL ARTS COMMISSION*  
*SPECIAL MEETING*  
*February 8, 2005*  
6:00 P.M.

CONTENTS

I. CALL TO ORDER

The Cultural Arts Commission (CAC) of the City of Manhattan Beach, California met on Tuesday, February 8 at 6:00 p.m. in the City Council Chamber.

II. ROLL CALL

Present: Commissioners Greco (Chair), Wright (Vice-chair), Powell, and Greco

Juanita Purner, Cultural Arts Manager  
Megumi Sando, Arts Education Coordinator  
Maya Thomas, Sr. Recreation Leader

Absent: Commissioner Phillips

III. APPROVAL OF MINUTES

January 11, 2005 minutes were approved with a grammatical change and a correction of Mr. Keller's first name to "Chad." January 27, 2005 minutes were approved with minor changes in writing style.

IV. AUDIENCE PARTICIPATION

None

V. GENERAL BUSINESS

05/0208.1 Artistic Strand Benches – RFP Submission

CAC discussed possible venues of the RFP distribution for artistic benches. Commissioner Wright had given a sample RFP to Ms. Purner, and she would prepare a draft. The RFP requires approval from the Council before mailing. Ms. Sando suggested sending RFQ rather than RFP, considering the purpose of the announcement, which is to establish a pool of qualified artists for future projects.

Commissioner Greco stated that this to be open to everyone. Artists specialized in functional art, architects, designers, landscape architects, professional organizations and associations of related fields were suggested. Commissioner

Wright stated that working in team was a common practice for artists and other professionals in this kind of project. Advertising through the local news papers, internet (websites of the City and other organizations including AIA and MAK Center for Art and Architecture) and professional publications were recommended.

#### 05/0208.2 Sculpture Garden

Commissioner Greco reintroduced the Sculpture Garden project as the next task for the Commission. Following issues were discussed related to the project:

- Honorarium: Commissioner Greco requested to reconsider the amount of artist honorarium (\$2,000 in May 20, 2003 staff report to the City Council).
- Selection Process: Selection can be made by open competitions or invitational. Research on the use of curators was strongly suggested for future outdoor sculpture exhibitions, including the fee structure and service items.
- Timetable: Commissioner Wright proposed to the first outdoor sculpture exhibition coincide with the Metlox opening.

Jurisdiction over art programming on the Metlox site was questioned. For projects such as outdoor exhibitions, it needs to be clarified if CAC should be involved.

#### 05/0208.3 Evaluate Public Art Process – 9/11 Memorial Project

CAC reviewed the 9/11 Memorial selection process. Following items were discussed for improvement:

- Ballot Sheet: Titles of judging criteria need to be clarified in definition. Consistency of the form and rating system should be kept throughout the selection process.
- Selection Process: The size of the panel (11 in total including all the CAC members) was too large. Commissioner Wright suggested one or two members to be involved in the selection as representatives of CAC. Commissioner Powel recommended a modified version of the process, in which the initial screening will be done by APPC, prioritization by CAC, and presentation to the Council by the Staff. Commissioner Duncan stated that CAC needed to be involved in the entire process to be responsible for their recommendation to the Council.
- Finalist Selection Meeting: It was not appropriate to discuss about evaluations among the panel members before the final voting.
- City Council Presentation: Considering the timeframe and nature of the Council meeting, presentations by the artists were inappropriate. A concise and neutralized presentation by the Staff was recommended.
- Size of the model: Guideline including size limitation to the finalists' three-dimensional models was proposed for future projects.

VII REPORTS AND OTHER BUSINESS

Ms. Sando introduced Maya Thomas, new Sr. Recreation Leader (Visual Arts), to CAC.

Next exhibition at the Creative Arts Center is the MBUSD K-12 Art Show, and the reception is Monday, March 28, 4 – 7 p.m.

Presentations of the Keller Family’s bench donation will take place in March 1 City Council meeting.

VIII. ADJOURNMENT

With no further business, the Cultural Arts Commission adjourned at 7:30 p.m. The next meeting will be March 8, 2005 at 6:00 p.m. in City Hall.